

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, August 24, 2009 in Room 161 of the AG & Extension Center, 1150 Bellevue Street, Green Bay, WI

---

**Present:** Norb Dantine, Bernie Erickson, Mike Fleck, Dan Haefs, Dave Kaster  
**Also Present:** Tom Miller, Cathy Williquette, Dean Haen, Brian Lamers,  
Chuck Lamine, Bill Bosiacki, Jim Wallen, Pat Ford  
Vijai Pandian – UW-Extension Horticulture Educator  
Other Interested Parties

---

- I. **Call Meeting to Order:**  
Meeting called to order by Chairman Bernie Erickson at 8 p.m.
- II. **Approve/Modify Agenda:**  
  
**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve the agenda. MOTION APPROVED UNANIMOUSLY**
- III. **Approve/Modify Minutes of July 27, 2009:**  
  
**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to approve. MOTION APPROVED UNANIMOUSLY**
1. **Review Minutes of:**
  - a. Harbor Commission (6/08/09)
  - b. Planning Commission Board of Directors Chapter 21 Subdivision Ordinance Revision Sub-Committee, 6/25/09
  - c. Revolving Loan Fund Committee, 6/25/09
  - d. Solid Waste Board, 6/15/09  
**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to suspend the rules and take 1a through 1d together and receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Communications:**

2. **Communication from Supervisor Dantine re: To lower the speed limit on County A in the Town of Scott from 55 to 45. (Referred from August County Board):**

Supervisor Dantine explained that he received a letter from the Town of Scott with a request to lower the speed limit from 55 to 45 on County A in the area of

the Club Chalet where the speed limit is inconsistent. He pointed out that this 1.7 mile stretch set at 55 mph lies between two stretches of 45 mph.

Brian Lamers, Highway Superintendent, indicated there is no justification to change the limit because of the low number of driveway entrances, accident data, etc.

Discussion by the committee resulted in the consensus to request a change to the limit to 45 mph so that it matches with the rest of the roadway.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to request the speed limit on County A in the Town of Scott be lowered from 55 mph to 45 mph so that it is consistent with the north/south ends of the highway. MOTION APPROVED UNANIMOUSLY**

**UW-Extension:**

**3. Presentation on Emerald Ash Borer – Vijai Pandian – UW –Extension Horticulture Educator:**

Vijai Pandian, UW Extension Horticulture Educator, made a presentation on the presence and danger of the emerald ash borer found recently in Brown County. This beetle attacks ash trees, which account for almost a quarter of all trees in the urban areas of the county. The effect of losing that many trees within five years could have long-term consequences on the environment. The emerald ash borer beetle has also been discovered in six other Wisconsin counties, Pandian stated. Quarantines on firewood, ash logs, and nurseries exist in a number of these counties.

Pandian explained that the borer's larvae attack ash trees killing them in 2 to 4 years by disrupting the flow of nutrients. Samples of infected trees were distributed to the committee showing split bark, woodpecker activity, thinning out of canopies and D-shaped exit holes where the adult beetles escape. Although the US Department of Agriculture is investigating the infestation, there is no hope of eradicating the beetle, however, efforts will be made to contain or slow the spread. Homeowners with one or two ash trees can use certain types of insecticide to protect their trees, however, those found in large wooded areas will be left alone.

**4. Distribution of Monthly Newsletter highlighting UW-Extension Education Efforts:** Newsletter was distributed and is attached.

**5. Director's Report:**  
No Report.

**Airport:**

**6. Review Rental Car RFP:**

Tom Miller reported that the RFP for car rental concessions is put out every five years. A decision will be made in November, to be effective January 1, 2010.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve distribution of the RFP for rental cars.**

**MOTION APPROVED UNANIMOUSLY**

**7. Director's Report:**

Tom Miller highlighted events during the last reporting period:

- A report of passenger traffic from January through July was distributed and is attached.
- A disaster exercise was held on 8/5/09. A debriefing will take place later this week.
- A 2.2 million dollar stimulus project will be complete around the 1<sup>st</sup> week in October.
- Bids for the snow removal equipment building came in below the engineer's estimate. There will be a formal ground breaking ceremony in September.
- Have met with the Chamber of Commerce regarding airline service and have found that to be a beneficial partnership in that it has provided the airport with an opportunity to educate the business community regarding the industry.
- Are in the process of applying for a small community air service development grant with the Federal Aviation Administration. There is no local match required from the County. There is a commitment from the Chamber for \$75,000.
- The airport is working with US Customs in order to clear certain large aircraft for entry back into the country.
- Continental Airlines has expressed an interest in coming back to the Green Bay market as the economy gets better.

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to receive and place on file.**

**MOTION APPROVED UNANIMOUSLY**

**Register of Deeds:**

- 8. Request for Budget Transfer (#09-53): Interdepartmental Transfer (including contingency or general fund transfer): Transfer \$275,964 from Fund Balance to: \$9,468 for Salaries; \$122,595 for Real Estate Transfer Taxes; \$142,901 for Fees:**

Cathy Williquette explained that because budget projections were not met in the last year, a transfer of \$274,964 will be required. A lengthy discussion of why this transfer is necessary resulted in a directive to Jayme Sellen to research and present an explanation to the Administration Committee on 8/26/09.

As it was determined this transfer is merely a bookkeeping practice, the consensus was to approve the transfer.

**Motion made by Supervisor Haefs and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY**

**Port & Solid Waste:**

- 9. Request for Budget Transfer (#09-65): Reallocation between Budget Categories other than 2b or 3b transfers. (See attached for description):**

Dean Haen explained that this Brown County East Landfill Gas-To-Energy Facility was brought "on-line" to produce electricity from landfill gas in April 2009. A separate cost center has been developed to keep track of its expenses and revenues separate from the rest of the landfill finances. A list of adjustments which should be reallocated from Solid Waste to Gas-To-Energy was reviewed as included in packet material.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY**

10. **Request for Budget Transfer (#09-66): Increase in Expenditures with Offsetting Increase in Revenue (See attached for description):**

This Port & Solid Waste budget transfer request is for a number of Port area budget line items. It is a mid-year correction in Port related project activities and revenue. Haen explained that revenues will offset the increased expenses from project activities. Again, line item expenses and revenue transfers were reviewed as included in packet material.

**Motion made by Supervisor Haefs and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY**

11. **Budget Status Financial Report for June 30, 2009:**

Total expenses are under budget. MRF operation ceased in July. Revenues are under budget, with Solid Waste Fees down because of light spring waste disposal. Haen reported that interest is also down, as is sale of recyclables.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to receive and place on file. MOTION APPROVED UNANIMOUSLY**

12. **Update re: Burning Garbage & Waste in Brown County:**

**Motion made by Supervisor Dantine and seconded by Supervisor Haefs to hold until next meeting. MOTION APPROVED UNANIMOUSLY**

13. **Director's Report:**  
No Report.

**Highway:**

14. **July 2009 Budget to Actual:**

**Motion made by Supervisor Haefs and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

15. **Grant Application Review (#09-33): Wisconsin Clean Diesel Grant Program:**  
Brian Lamers explained that this grant application through the Wisconsin Clean Diesel Grant Program in the amount of \$68,556 will require a match of \$11,052. Dollars will be used to rebuild three 1989 Graders, bringing them to a T-1 status for emissions, thus reducing future maintenance cost.

**Motion made by Supervisor Kaster and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY**

**16. Information regarding a Foreman/Leadman Option:**

A draft job description for a Union Lead Worker for the Brown County Highway Department was distributed and is attached. Negotiations are in process.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**17. Director's Report:**

A list of highway department employees working over 12 hours was distributed and is attached. Lamers also reported that Cardinal Lane is complete and open.

**Motion made by Supervisor Fleck and seconded by Supervisor Kaster to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Highway/Planning Commission:**

**18. Updates on CTH GV (standing item):**

Lamers referred to the report in packet material, stating that the County is looking at the purchase of right-of-way options for roundabouts. Lamine added that the Planning Department is waiting for a traffic analysis report from the Department of Transportation, as well as doing research for a geologist to perform an environmental impact study.

**Motion made by Supervisor Kaster and seconded by Supervisor Dantine to receive and place on file. MOTION APPROVED UNANIMOUSLY**

**Planning & Land Services:**

**Planning Commission**

**19. Budget Status Financial Report for June 30, 2009:**

Lamine reported that expenditures to date are in line with the annual budget allocation.

**Motion made by Supervisor Dantine and seconded by Supervisor Kaster to receive and place on file.**

**MOTION APPROVED UNANIMOUSLY**

**20. Request for Budget Transfer (#09-52): Interdepartmental Transfer (including contingency or general fund transfers): Request to cover the Planning and Land Services Department 2008 deficit in the amount of \$5,593:**

This request is to cover the Planning & Land Services Department 2008 deficit in the amount of \$4,493. The shortfall was mainly attributable to anticipated revenue for planning services for a Highway project that was delayed in 2008.

**Motion made by Supervisor Dantine and seconded by Supervisor Fleck to approve. MOTION APPROVED UNANIMOUSLY**

21. **Request for Budget Transfer (#09-63): Reallocation of Salaries and Fringe Benefits to another major budget category except contracted services, or reallocation to Salaries and Fringe Benefits from another major budget category except contracted services:**

This request is to transfer funds from PALS-Zoning regular earning account to PALS – Property Listing outlay in order to purchase a Trimble R8 GNSS RTK 450-470 MHz survey-grade Global Positions System (GPS) and related essential accessories. There are funds available in the earnings budget due to the Sanitary Inspector position being vacant.

Jim Wallen and Pat Ford addressed the committee regarding this request. Because existing equipment is outdated and unreliable, the new equipment would allow a one man crew, freeing up staff to do other mandated duties. Wallen indicated the new equipment should pay for itself in less than three years.

Although the plan is to use funding from the vacant Sanitary Inspector position, Wallen stated it is the goal to fill this position in the future.

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to approve. MOTION APPROVED UNANIMOUSLY**

**Property Listing:**

22. **Budget Status Financial Report for June 30, 2009:**

**Motion made by Supervisor Kaster and seconded by Supervisor Dantine to receive and place on file.  
MOTION APPROVED UNANIMOUSLY**

**Zoning:**

23. **Budget Status Financial Report for June 30, 2009:**

Bill Bosiacki reported that all categories are at or near budget expectations.

**Motion made by Supervisor Kaster and seconded by Supervisor Dantine to receive and place on file.  
MOTION APPROVED UNANIMOUSLY**

24. **Discussion and action regarding annual POWTS maintenance fee notification to property owners not currently on the State mandated three-year maintenance program:**

A letter drafted by William Bosiacki, Zoning Administrator, was reviewed by committee with a request for approval to send out. The letter is a notification that there will be an annual fee assessed on property tax bills for each POWTS (Private Onsite Wastewater Treatment System) located on properties who have a structure that is currently not on the State

mandated three-year maintenance program. At this time the fee is \$11 per POWTS.

**Motion made by Supervisor Haefs and seconded by Supervisor Kaster to approve the notification letter for POWTS currently not on the State mandated three-year maintenance program.**

**MOTION APPROVED UNANIMOUSLY**

**Land Information Office** – No agenda items

**Other:**

**24. Audit of Bills:**

**Motion made by Supervisor Fleck and seconded by Supervisor Haefs to approve payment of bills. MOTION APPROVED UNANIMOUSLY**

**25. Such Other Matters as Authorized by Law:**

Supervisor Haefs asked that all departments be monitored for upcoming budget items and that department heads be asked at future meetings if they are expecting budget issues.

**Motion made by Supervisor Fleck and seconded by Supervisor Dantine to adjourn at 10:15 p.m. MOTION APPROVED UNANIMOUSLY**

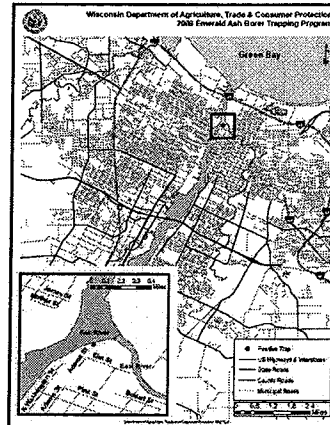
Respectfully submitted,

Rae G. Knippel  
Recording Secretary

# Emerald Ash Borer

## Status, Biology & Management

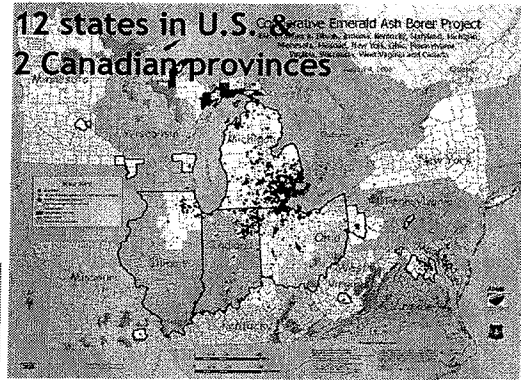
Vijai Pandian  
Horticulture Educator  
Brown County UW-Extension



EAB in Brown County:  
July 28, 2009

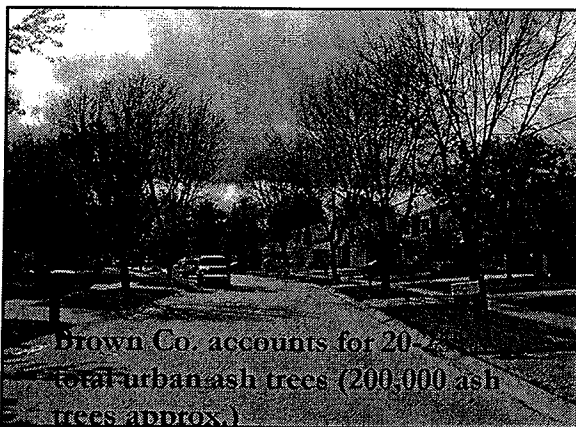
- Brown County marks the fifth county in Wisconsin
- First urban county in the State
- Ozaukee, Washington, Vernon, and Crawford Counties
- Recently found in Kenosha

## 12 states in U.S. & 2 Canadian provinces

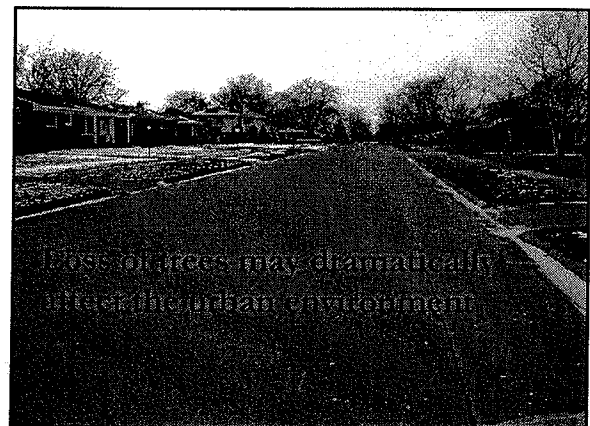


## What's at Stake?

- 770 (approx.) million ash trees in Wisconsin
- EAB can kill the trees in 2-4 years
- So far, more than 50 million trees in the Midwest are dead or dying



Brown Co. accounts for 20-25% of total urban ash trees (200,000 ash trees approx.)





### Loss of ash trees from ecosystem

- Decreased tree diversity
- Rising temperature
- Storm water runoff
- Voluminous wood waste
- Gaps in forest canopy
- Loss of wildlife habitat



D. Czapiewski, MSU

### Economic Impact (\$\$\$)

- The loss of these urban ash trees in WI would cost property owners and taxpayers:
  - \$1.5 billion for tree replacement
  - \$776 million for tree removal and disposal
  - \$18 million per year in lost tree canopy function to reduce pollution, overheating and cooling costs, & absorb storm water runoff



### Where did this beetle come from?

### History

- Arrived from China in wood packing material ~15-20 years ago
- Discovered near Detroit June, 2002
- Found subsequently in Windsor, Ontario, Canada, Ohio, Indiana, Illinois, Pennsylvania, West Virginia, Maryland, and Missouri
- Found most recently in Wisconsin

### Potential for Spread

- Firewood
- Nursery stock
- Ash products
- Adult flight

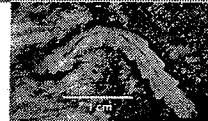


### Life Cycle

## Agrilus planipennis (Fairmaire)



Adult beetles are only 3/8 to 1/2 inch long and 1/16 inch wide



Full-grown larvae average 1.5 inches in length

## Life Cycle

June – September

early June – October



late May – September



November – late May

## Host Plants

- Attacks Ash (*Fraxinus* spp.)
  - Green ash (*F. pennsylvanica*)
  - White ash (*F. americana*)
  - Black ash (*F. nigra*)
  - Blue ash (*F. quadrangulata*)



- Mountain ash (*Sorbus* spp.) is not attacked

## Signs and Symptoms

- Canopy dieback
- Epicormic shoots (suckers)
- Woodpecker activity
- Bark splitting
- Serpentine larval galleries
- D-shaped exit holes

## Crown Yellowing and Thinning

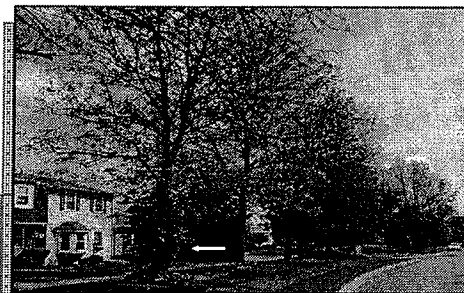


Year 1:  
No thinning

Year 2:  
Moderate thinning  
and chlorosis

Year 3-4:  
Heavy thinning/  
tree death

## Epicormic Branching



## Woodpecker Damage

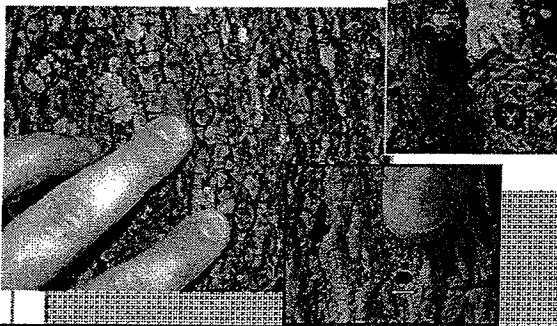


## Vertical Bark Crack/ S-shaped Larval Galleries



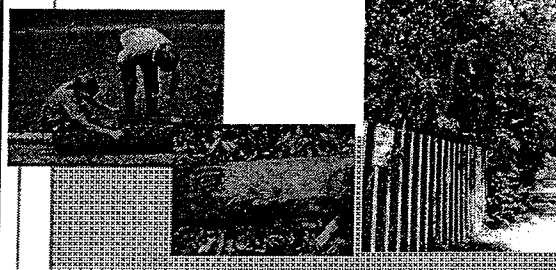
## "D" Shaped Exit Holes

Width: 3 mm (1/8")



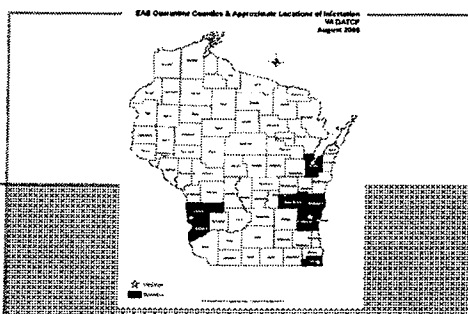
## What's being done in Brown County?

- Early detection – purple prism trap



## Quarantined - August 22, 2009

Firewood, ash logs, ash nursery stock



## Firewood

- Movement or distribution of all firewood outside Brown County is restricted
- Unless the hardwood has been heat treated (160° F for 75 minutes), limbed, or debarked (1/2 inch) and approved by the DATCP
- Movement of firewood within the county is not restricted, but it is advisable not to move the firewood

## Ash logs

- Ash logs cannot be moved out of the county from April 1 – September 30
- However, from October 1 – March 31 ash logs may be moved to an approved mill outside of the quarantined area for processing
- Bark and wood waste must be processed by March 31

## Nursery Stock

- Prohibited from being distributed outside of the county
- For more info on EAB regulations contact:  
**Bob Dahl**  
WI DATCP  
608-224-4573

## Greater Green Bay EAB Network

- January 2009 – local urban foresters met to develop an EAB response plan
- Brown County Port and Solid Waste Department proposed various options to urban foresters for setting up marshalling yard waste

## Are Insecticides Effective?

- 1) Eradication = NO!
- 2) Tree Protection = YES (in some cases)
  - Primarily for high-value or specimen ash trees
  - NOT for EAB infested ash trees with > 50 canopy thinning/dieback
  - NOT cost effective for woodlots or forested areas

## Two-tiered Insecticide Approach:

### 1) Inside Brown County

Insecticide treatments are a potentially effective management option

### 2) Outside Brown County

Insecticide treatments NOT suggested unless within <10-15 miles from an infested area

## Chemical Treatments

### ▪ Control for Homeowners

- Bayer Advanced™ Tree and Shrub Insect Control and Merit (active ingredient: imidacloprid) for trees < 15" DBH
  - Soil drench around base of tree in April through late May



- For larger trees > 15" DBH, it is recommended having trees treated by professionals

## Professional Insecticide Options

- Canopy Sprays: Tempo, Sevin SL
- Bark Sprays: Astro, Onyx, Sevin SL
- Trunk Sprays: Safari + PentraBark\*
- Soil Injections/Drenches: Xytect (imidacloprid)
- Trunk Injections:
  - Imidacloprid (IMA-jet, Imidcide, Pointer)
  - Bidrin (Inject-A-Cide B)
  - Emamectin benzoate (Tree-age)\*
- Trunk Implants: acephate (ACECAPS and Bonide Bullets)

\*Safari and Tree-age have a 24-C label in Wisconsin

Source of Data — [www.emeraldashborer.info](http://www.emeraldashborer.info)

For more information check out  
this website:

General EAB Info:

[www.emeraldashborer.wi.gov](http://www.emeraldashborer.wi.gov)

## UW-Extension's Responds to Questions from Brown County Farmers About Federal Acre Program

The 2008 Farm Bill created a new "risk management tool" referred to as ACRE (Average Crop Revenue Election). This program can be utilized instead of the more commonly utilized and available DCP (Direct and Counter Cyclical Payment Programs). Mark Hagedorn, UW-Extension Agriculture Educator ran scenarios for 40 farmers in Brown County. The scenarios provided information on which program would be most financially viable. The timeline for program sign-up was extremely short with the last day of sign-up on August 14, 2009.

UW-Extension is able to quickly respond to the needs of farmers in Brown County. The Federal Acre Program was extremely complicated and information generated from the scenarios enabled farmers to make a wise financial choice.

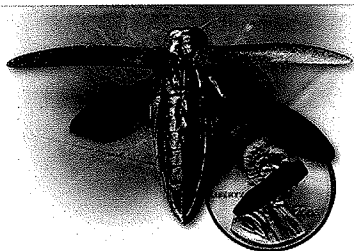
## UW-Extension Events

## Emerald Ash Borer Found In Brown County

The emerald ash borer (EAB) has found its way to Brown County. An adult beetle was discovered in July stuck to a survey trap in an ash tree on public land next to the Fox River, roughly a mile south of the bay.

Brown County is the fifth Wisconsin County to have confirmed the presence of EAB since the state's first detection last summer in Newburg, on the Ozaukee-Washington County line. The tree-killing beetle has also been confirmed in Vernon and Crawford Counties.

The emerald ash borer was discovered near Detroit in 2002, likely accidentally transported from China. They've already and have been and two Canadian



was discovered near arriving in North America in wooden shipping crates destroyed millions of trees found in 11 other states provinces.

It's the beetle's larva that actually kills the host ash tree by tunneling through the soft wood that supplies the tree with food and water. Large, healthy trees can succumb to EAB usually within three to five years.

Vijai Pandian, Brown County UW-Extension Horticulture Educator convened a group of municipal foresters some months ago in preparation for emerald ash borer. He also gathered a group of county employees from Parks, Port and Solid Waste, Land Conservation, Emergency Government and Planning Departments to make preparation for the possible sighting of the EAB in Brown County. In addition, he is providing education to the public on EAB.

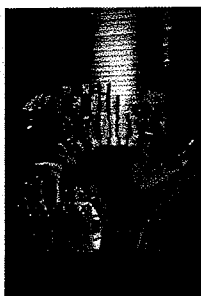
**UW**  
**Extension**



**Brown County**  
**UW-Extension**  
1150 Bellevue St.  
Green Bay, WI 54302  
920-391-4610  
[www.browncountyextension.org](http://www.browncountyextension.org)



## Food Preservation Workshops



Due to the increase in number of gardening workshops held by Brown County Horticulture Staff and NEW Master Gardeners, Judy Knudsen, Brown County UW-Extension Department Head/Family Living Educator organized a series of food preservation workshops held at the Ag and Extension Service Center. Workshops provide information on safe processing of produce.

Topics to be covered include: canning fruits, canning vegetables, tomatoes and salsa, pickles, jams and jellies and canning meat.

Each of the workshops was limited to 25 people and workshops though mid-August have been filled to capacity.

In addition to food preservation workshops, the Brown County UW-Extension Office in cooperation with the Oneida Cannery sponsored a three day Master Food Preserver training at the Oneida Turtle School. This training was held in early July. The class was filled to capacity at 25. A number of people were turned away due limited kitchen space. This intensive workshop provided a hands-on experience to learn about safe food preservation.



## Brown County Fair

The Brown County Fair run on Sunday, August be better known for its derby and rodeo, 560



concluded its five day 23<sup>rd</sup>. While the fair may concerts, demolition youth enrolled in the 4-H

Youth Development Program showcased the projects they had worked on for the past five years. The fair is the culmination of the 4-H year. In addition to exhibiting their animal projects, youth also enter a variety of projects for aerospace to child development.

4-H is a national organization which helps young people develop knowledge and skills to become productive citizens. The 4-H program is a voluntary, non-formal, educational program offered to all youth. The Wisconsin 4-H program is conducted by University of Wisconsin-Extension. County programs are directed by professional Extension staff who also provide training and support to volunteers who work with 4-H members.



## Garlic Mustard Field Day

The Brown County UW-Extension Office in cooperation with the Door County UW-Extension Office co-sponsored a garlic mustard field day on August 12, 2009. This event was attended by 25 people. UW-Extension Weed Science Specialist Dr. Mark Renz led a tour of the garlic mustard research treatment plots at Peninsula State Park in Door County. Information was shared on various management options to control this highly invasive plant.

## UW-Extension Programming Efforts

### Cooperative Extension Programs • University of Wisconsin-Extension

University of Wisconsin, United States Department of Agriculture, and Wisconsin Counties cooperating.

*University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX and ADA.*

# AUSTIN STRAUBEL INTERNATIONAL AIRPORT

## 2009/2008 MONTHLY COMPARISON BY INDIVIDUAL AIRLINES (PASSENGER ON)

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	Y-T-D
<b>*UNITED EXPRESS</b>													
2008	4,461	3,564	4,625	4,339	5,256	4,168	4,714	0	0	0	0	0	31,127
2009	3,263	3,795	5,223	4,751	5,185	5,502	6,238	0	0	0	0	0	33,957
% CHANGE (+ or -)	-26.9%	6.5%	12.9%	9.5%	-1.4%	32.0%	32.3%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	9.1%
<b>AMERICAN EAGLE</b>													
2008	5,083	4,272	4,802	3,946	4,394	4,222	4,716	0	0	0	0	0	31,435
2009	3,383	3,175	3,543	3,698	3,689	4,168	5,045	0	0	0	0	0	26,701
% CHANGE (+ or -)	-33.4%	-25.7%	-26.2%	-6.3%	-16.0%	-1.3%	7.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-15.1%
<b>* NORTHWEST / NORTHWEST AIR LINK</b>													
2008	17,691	17,712	21,966	18,419	17,178	20,088	20,353	0	0	0	0	0	133,407
2009	16,087	16,507	20,200	18,307	16,629	19,952	21,519	0	0	0	0	0	129,201
% CHANGE (+ or -)	-9.1%	-8.8%	-8.0%	-6.6%	-3.2%	-0.7%	5.7%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-3.2%
<b>*MIDWEST CONNECT</b>													
2008	2,374	2,394	2,710	2,974	4,312	3,744	3,900	0	0	0	0	0	22,408
2009	1,707	1,687	2,173	1,802	2,099	2,184	2,650	0	0	0	0	0	14,302
% CHANGE (+ or -)	-28.1%	-29.5%	-19.8%	-39.4%	-51.3%	-41.7%	-32.1%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-36.2%
<b>*DELTA</b>													
2008	2,621	3,046	3,432	2,990	1,966	2,241	2,173	0	0	0	0	0	18,469
2009	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHANGE (+ or -)	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-100.0%
<b>CONTINENTAL</b>													
2008	0	0	0	1,011	1,594	1,783	1,854	0	0	0	0	0	6,242
2009	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHANGE (+ or -)	#DIV/0!	#DIV/0!	#DIV/0!	-100%	-100.0%	-100.0%	-100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-100.0%
<b>ALLEGANT AIR</b>													
2008	2,989	3,423	5,096	3,165	2,346	2,484	1,286	0	0	0	0	0	20,769
2009	0	0	0	0	0	0	0	0	0	0	0	0	0
% CHANGE (+ or -)	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	-100.0%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-100.0%
<b>CHARTERS</b>													
2008	987	262	406	188	178	362	470	0	0	0	0	0	2,853
2009	309	532	277	431	297	439	317	0	0	0	0	0	2,602
% CHANGE (+ or -)	-68.7%	103.1%	-31.8%	129.3%	66.9%	21.3%	-32.6%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-8.8%
<b>TOTALS</b>													
2008	36,206	34,673	43,037	37,032	37,224	39,092	39,446	0	0	0	0	0	266,710
2009	24,749	25,696	31,416	28,989	27,899	32,245	35,769	0	0	0	0	0	206,763
% CHANGE (+ or -)	-31.6%	-25.9%	-27.0%	-21.7%	-25.1%	-17.5%	-9.3%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-22.5%

\* NORTHWEST AIR LINK OPERATED BY PINNACLE OR MESABA AIRLINES

\* MIDWEST CONNECT OPERATED BY SKYWAY AIRLINES

\* UNITED EXPRESS OPERATED BY SKYWEST OR MESA AIRLINES

\* DELTA OPERATED BY COMAIR OR ASA AIRLINES

ACTIVITY PASSENGER/2008 PK ENPLANMENT



**DRAFT**

## **BROWN COUNTY HIGHWAY DEPARTMENT UNION LEAD WORKER**

### **A. PURPOSE:**

To enable staff members to develop knowledge, new skills, gain a broader understanding of operations/programs, and to more effectively use staff.

### **B. DESCRIPTION:**

A Lead Worker is the temporary assignment of employees from their current job as part of a team to a Lead Worker within the organization as a way to achieve our strategic and project objectives such as training employees, enhancing career development and preventing job boredom or burnout. It is our intention to provide opportunities for those who wish to gain leadership and project management experience to be provided with an on-the-job opportunity to learn and develop skills that they may need for future assignments as opportunities are available.

### **C GUIDELINES:**

The Lead Worker will be utilized on a project need basis, this will be determined at Management's discretion because not all projects warrant the need for a Lead Worker. They may be needed to help cover for situations such as Superintendent time off, unavailability due to conflicts, managing multiple projects, or to assist in smoother operation of projects.

The Highway Department encourages staff to take advantage of opportunities to develop their knowledge and skills, using various learning opportunities both on and off the job. Further education and development allow employees to increase their knowledge and skills, it also allows the Highway Department to make effective use of staff and their talents. These opportunities will be evaluated with other opportunities for appropriateness and must be balanced with other Department needs.

The temporary assignment of an employee to a Lead Worker position for a specified period of time or for a specific project will enable them to learn leadership and project management skills. This is normally a voluntary assignment where the employee treats the assigned duties as part of their regular responsibilities. The Lead Worker will stay in this position as long as needed for the appointment and the performance is satisfactory.

Any employee may initiate a request for a Lead Worker assignment. The assignment must be in the area of their current bid position, for example an individual that has a construction bid may request to be on the list of a Lead Worker, but only for the Construction Crew; the same applies for the Paving Crew and the Bridge Crew. We will establish a list of individuals in each of the 3 areas based on seniority and qualifications. Lead Worker 1 on the list will be utilized when needed and available, if unavailable or a second project is needed in the same area, we will continue with the Lead Worker 2 on the list and so on.

An employee in the Lead Worker assignment shall normally remain in the same position number and classification and shall retain all rights, benefits and privileges of the position, but will receive Lead Worker position compensation (because some job bids have different rates, the compensation will be a set amount above the employee's current bid rate).

76

The employee in the Lead Worker position will be able to list the experience gained as a part of his/her qualifications on future employment applications.

An employee in the Lead Worker position shall retain eligibility for promotional opportunities.

Once the Lead Worker list is established or changes made to the list a copy will be sent to the HR Analyst and the Union.

The duration of the Lead Worker assignment shall be determined prior to the beginning of the assignment to the best of Management's ability. The assignment may be extended by mutual agreement of the parties. Management may terminate the assignment at any time or if performance issues warrant the termination. If Management is unsatisfied with the performance the Lead Worker will be given a chance to rectify the performance issue.

If the Lead Worker assignment is terminated, the termination should be documented by memorandum, signed by all individuals on the original agreement and copied to all parties, including Human Resources.

Expectations of the Lead Worker include:

- Work well with others
- Able to answer questions and make judgment calls
- Organized-Equipment and Employees
- Motivate
- Manage workloads
- Keeping Superintendents informed about issues that arise

Lead Worker positions are non-supervisory positions and are unable to hire, terminate, evaluate or discipline employees.

In the future, Lead Workers may be utilized for "on-call" purposes, at which time guidelines and compensation would have to be established.

Questions or concerns regarding the Lead Worker assignment should be addressed with Management and/or Human Resources.

## BROWN COUNTY HIGHWAY DEPARTMENT LEAD WORKER

### EXAMPLE OF LISTING:

PAVING	CONSTRUCTION	BRIDGE/CULVERT
1. (Name) _____	1. (Name) _____	1. (Name) _____
2. (Name) _____	2. (Name) _____	2. (Name) _____
3. (Name) _____	3. (Name) _____	3. (Name) _____
4. (Name) _____	4. (Name) _____	4. (Name) _____

Numbers on list will vary, dependent upon interest

### EXAMPLE OF PROJECT(S):

#### CONSTRUCTION:

1. (Name) – Bulldozer Operator
2. (Name) – Excavator Operator
3. (Name) – Roller Operator
4. (Name) – Haul Truck Operator

- Lead Workers will be listed by seniority (example above).
- If 2 Lead Workers are currently working on the same job, the more senior employee will be the assigned Lead Worker to that particular job.
- If 2 jobs are operating at the same time and more senior employees are needed on Job 1, the most senior employee remaining on the Lead Worker list will be the assigned Lead Worker on Job 2 (example: #1-bulldozer and #2-excavator are working Job 1, then #3-roller would be the Lead Worker on Job 2).
- If 2 jobs are operating at the same time and overtime is needed, the currently assigned Lead Worker to that particular job will receive the overtime (a more senior Lead Worker assigned to a different job WILL NOT be able to bump a less senior Lead Worker from a job he/she is currently assigned to – due to overtime work).

# Highway employees working over 12 hours

## HIGHWAY DEPARTMENT

**Pay Period**    7-12-09 to 7-25-09

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Reason</u>
7/21/2009	Paul Ignatowski	17	State Bridge Deck Repair
	John Sticka	17	State Bridge Deck Repair
	Dan Karbon	17	State Bridge Deck Repair
	Lanz Michlig	17	State Bridge Deck Repair
	Jim Sausen	17	State Bridge Deck Repair
	Dan White	17	State Bridge Deck Repair
	Jim Margitan	17	State Bridge Deck Repair
	Al Heimos	16.5	State Bridge Deck Repair
	Jay Welsing	17	State Bridge Deck Repair
7/23/2009	Paul Ignatowski	18	State Bridge Deck Repair
	John Sticka	18	State Bridge Deck Repair
	Dan Karbon	18	State Bridge Deck Repair
	Dennis Kielpikowski	18	State Bridge Deck Repair
	Norb Scray	18	State Bridge Deck Repair
	Nancy Loritz	18	State Bridge Deck Repair
	Mark Sperberg	18	State Bridge Deck Repair
	Chris Allen	18	State Bridge Deck Repair
	Lanz Michlig	18	State Bridge Deck Repair
	Jim Sausen	18	State Bridge Deck Repair
	Ken VanDenElzen	18	State Bridge Deck Repair
	Dan White	18	State Bridge Deck Repair
	Al Heimos	18	State Bridge Deck Repair
	Steve LeGrave	18	State Bridge Deck Repair
	Jay Welsing	18	State Bridge Deck Repair

**Pay Period**    7-26-09 to 8-08-09

<u>Date</u>	<u>Name</u>	<u>Hours</u>	<u>Reason</u>
8/4/2009	Tracy Peot	12.5	Finish rolling on paving project
8/5/2009	Paul Ignatowski	16	State Bridge Deck Repair
	John Sticka	16.5	State Bridge Deck Repair
	Dan Karbon	16	State Bridge Deck Repair
	Dennis Kielpikowski	17	State Bridge Deck Repair
	Mark Sperberg	16	State Bridge Deck Repair
	Tim Oettinger	17	State Bridge Deck Repair-signing
	Jim Sausen	16	State Bridge Deck Repair
	Jon Giese	16	State Bridge Deck Repair
	Al Heimos	15	State Bridge Deck Repair
	Joe Linskens	16	State Bridge Deck Repair
	Todd Tilkens	16.5	State Bridge Deck Repair
	Dick VanLangendon	13	State Bridge Deck Repair-signing

\*Note: The Highway Dept employees are on 10 hour days from the 2nd Monday in April thru the last Friday in Sept.

(17)